

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF EDUCATION
Royalton-Hartland Central School District
Middleport, New York

March 12, 2020

A regular meeting of the Royalton-Hartland Board of Education was held on the above date at the high school immediately following a facilities work session.

ROLL CALL OF BOARD MEMBERS

Present: Carol Blumrick, Carrie Choate, Sara Fry, Jesse Snyder, Tom Brigham, Vice President, Chad Owen, President

Absent: Jeff Waters

Also Present: Dr. Hank Stopinski, Superintendent of Schools and Mr. Andy Lang, Business Administrator

At 6:00 p.m. Mrs. Blumrick moved, seconded by Mrs. Fry, to go into an executive session for updates on a personnel matter and collective bargaining negotiations with the teachers.

At 6:45 p.m. Mr. Owen moved, seconded by Mr. Brigham, to end the executive session and return to public session.

At 6:45 p.m. there was a Public Hearing on the District's Smart Schools Investment Plan.

At 7:00 p.m. the regular meeting was called to order.

Mr. Owen welcomed visitors and led the audience in the Pledge of Allegiance.

PRESENTATIONS

Mr. Andy Lang, Business Administrator, presented a draft of the 2020-2021 budget focusing on special education, instructional, BOCES programs and revised revenue.

STANDING RESOLUTIONS

Mrs. Blumrick moved, seconded by Mrs. Choate, upon the recommendation of the Superintendent, that the minutes of the regular meeting of February 12, 2020, the special meeting of February 14, 2020, the January 2020 Student Activity Treasurer's Report, the January 2020 Appropriation Status Report and the CPSE and CSE meetings dated February 4, 2020 through February 26, 2020 are approved.

Motion carried.

EDUCATION

Mr. Brigham moved, seconded by Mrs. Choate, upon the recommendation of the Superintendent, that the requests from the orchestra students to attend the Spring String Camp at Houghton College on May 15 and 16, 2020 and from the Senior Class to go to Cedar Point, Ohio on June 15, 2020 are approved.

Motion carried.

PERSONNEL

Mr. Brigham moved, seconded by Mrs. Choate, upon the recommendation of the Superintendent, that the following individuals are appointed, without benefits, as substitutes with services to be utilized on an as-needed basis. Employment shall be effective through June 25, 2020 unless terminated sooner:

Non-Certified Teacher - Howard Balaban

Teacher Aide - Kaitlyn Norwich, Melissa Lindke

Motion carried.

Mr. Brigham moved, seconded by Mrs. Fry, upon the recommendation of the Superintendent, that the following student teacher placement is approved:

<u>Name</u>	<u>College</u>	<u>Cooperating Teacher</u>	<u>Dates</u>
Laura Conover-Wentland	St. John Fisher	Kelly Cousins	3/23/20-5/1/20

Motion carried.

Mr. Brigham moved, seconded by Mrs. Choate, upon the recommendation of the Superintendent, that Lindsey Moskal is appointed as a long-term substitute teacher at the Middle School effective February 24, 2020. Prorated salary for this position is Step 1 of the current RHTA Agreement which expired on June 30, 2019. Salary will be finalized at the conclusion of negotiations.

Motion carried.

Mrs. Choate moved, seconded by Mr. Brigham, upon the recommendation of the Superintendent, that due to a student's IEP, the Board of Education establishes a .5 FTE teacher aide position.

Motion carried.

Mrs. Choate moved, seconded by Mr. Brigham, upon the recommendation of the Superintendent, that Rachel Corbett is appointed to the twelve-month probationary position as a .5 FTE teacher aide. Salary of \$15.55/hour is based on the current Agreement between the District and the CSEA Classified Employees' Association.

Motion carried.

Mrs. Blumrick moved, seconded by Mrs. Choate, upon the recommendation of the Superintendent, that Patty Lipiec and Stacy Dubois are appointed to twelve-month probationary positions of part-time food service helpers.

Motion carried.

Mrs. Blumrick moved, seconded by Mrs. Fry, upon the recommendation of the Superintendent, that the effective dates for the resignations for the purpose of retirement from Carol Phillips, teacher aide, and Beth Nichter, accounts payable clerk, be revised to July 1, 2020 and December 30, 2020, respectively.

Motion carried.

Mrs. Fry moved, seconded by Mr. Brigham, upon the recommendation of the Superintendent, the following are appointed to football coaching positions for the 2020 fall sports season. Salary stipends are based on the current RHTA Agreement which expired on June 30, 2019. Salary will be

finalized at the conclusion of negotiations. Employment shall be effective through the end of the 2020 fall sports season unless terminated sooner:

<u>Name</u>	<u>Coach</u>	<u>% of Step</u>	<u>Step</u>	<u>Salary</u>
Rick Boyle	Asst Varsity	9	1	\$3,627
Trevor Powers	Asst Varsity	9	1	\$3,627
Colin Knight	Modified	3	2	\$1,221
Brett Pecoraro	Asst Modified	TBD	TBD	TBD

Motion carried.

BUSINESS/FINANCE ITEMS

Mrs. Blumrick moved, seconded by Mrs. Choate, upon the recommendation of the Superintendent, that the items listed are declared as obsolete, surplus and/or unusable and are approved to be recycled or sent to auction per policy #5250 Sale and Disposal of School District Property [list is on file in the District Office].

Motion carried.

Mr. Brigham moved, seconded by Mrs. Fry, upon the recommendation of the Superintendent, that the donation of sound support equipment and music stands from Paul Monaco is gratefully accepted.

Motion carried.

Mrs. Blumrick moved, seconded by Mr. Owen, upon the recommendation of the Superintendent, that the following invoices are approved for payment for services/supplies related to Capital Projects:

2019 Capital Improvement Project

<u>Company</u>	<u>Amount</u>	<u>Invoice #</u>
Labella	\$38,052.97	117403

Motion carried.

Mr. Brigham moved, seconded by Mrs. Choate, to award transportation contracts as follows:

Resolved, upon the recommendation of the Superintendent, that the Board of Education approves a five-year contract for the school years 2020-2021 through 2024-2025, which is subject to the passing of the 2020-2021 school budget on May 19, 2020, otherwise approves a one-year contract for school year 2020-2021, with STA of New York Inc./Ridge Road Express.

STA of New York, Inc. has been determined to be the lowest responsible bidder per bid conditions and respondent bids received January 24, 2020 for Home to School Transportation Services as well as Athletic and Field Trip Transportation; and

Be it Further Resolved, upon the recommendation of the Superintendent, that the Board of Education approves a four-year contract for the school years 2020-2021 through 2023-24 which is subject to the passing of the 2020-2021 school budget on May 19, 2020, otherwise approves a one-year contract for school year 2020-2021, with STA of New York Inc./Ridge Road Express.

STA of New York, Inc. has been determined to be the lowest responsible bidder per bid conditions and respondent bids received March 29, 2019 for Home to School Services (School Year Out of District) as part of the Lake Country Regional Bid.

Motion carried.

Mr. Brigham moved, seconded by Mr. Owen, upon the recommendation of the Superintendent, that Grant Builders, Inc. is approved to provide grant writing and project management services beginning March 13, 2020 and ending June 30, 2021 and the Board of Education authorizes the Superintendent to sign the Contract.

Discussion: Mrs. Fry clarified that if they don't produce results, the District is not stuck in the Contract; Mr. Owen stated that there is risk involved but it is a risk worth taking; Mr. Brigham pointed out that there are performance benchmarks that need to be met.

The resolution was put to a vote and the motion carried.

Mrs. Choate moved, seconded by Mrs. Blumrick, upon the recommendation of the Superintendent, to establish a Capital Reserve Fund for the acquisition of technology and security equipment as follows:

A RESOLUTION, DATED MARCH 12, 2020, OF THE BOARD OF EDUCATION (THE "BOARD") OF THE ROYALTON-HARTLAND CENTRAL SCHOOL DISTRICT, NIAGARA, GENESEE AND ORLEANS COUNTIES, NEW YORK (THE "DISTRICT") (I) CALLING FOR A VOTE ON THE ESTABLISHMENT OF A NEW CAPITAL RESERVE FUND FOR THE ACQUISITION OF TECHNOLOGY AND SECURITY EQUIPMENT (WITH SUCH FUND TO BE IN THE ULTIMATE AMOUNT OF \$500,000) AND (II) PROVIDING FOR CERTAIN ADDITIONAL DETAILS WITH RESPECT THERETO.

BE IT RESOLVED, by the Board of Education (the "Board") of the Royalton-Hartland Central School District, Niagara, Genesee and Orleans Counties, New York (the "District"), as follows:

SECTION 1. The Board has determined that it is appropriate and in the best interests of the District to seek from the voters of the District their approval for the establishment of a new capital reserve fund for the acquisition of technology and security equipment for use by the District (the "Fund").

SECTION 2. The Fund is to be established for the purpose of financing, in whole or in part, the acquisition of technology and security equipment (including, without limitation, equipment to replace equipment that was originally acquired by the District using Smart Schools Bond Act funding).

SECTION 3. The Board wishes to set the ultimate amount of the Fund at \$500,000 (plus earnings thereon), and the probable term of the Fund at ten (10) years.

SECTION 4. The Board wishes to submit to the voters of the District a proposition with respect to the establishment and operation of the Fund, with such proposition to be voted upon at the annual meeting and vote of the District that is to be conducted on Tuesday, May 19, 2020.

SECTION 5. The Fund shall be deemed approved for further action by the Board upon the approval thereof by a majority of the qualified voters of the District voting on the duly presented proposition at such annual meeting and vote.

SECTION 6. The proposition to be so submitted shall be in substantially the following form:

PROPOSITION NO. 2
ESTABLISHMENT OF A CAPITAL RESERVE FUND FOR THE
ACQUISITION OF TECHNOLOGY AND SECURITY EQUIPMENT

YES

NO

Shall the following resolution be adopted?

RESOLVED, that the Board of Education (the "Board") of the Royalton-Hartland Central School District, Niagara, Genesee and Orleans Counties, New York (the "District") is hereby authorized to establish a new capital reserve fund (the "Fund") for the acquisition of technology and security equipment (including, without limitation, equipment to replace equipment that was originally acquired by the District using Smart Schools Bond Act funding), all pursuant to Section 3651 of the Education Law of the State of New York; that the Fund shall be known as the "Technology and Security Equipment Reserve Fund, 2020"; that the ultimate amount of the Fund shall be not greater than \$500,000 (plus interest earned thereon); that the probable term of the Fund shall be not longer than ten (10) years; and that the permissible sources from which the Board is authorized to appropriate monies to such Fund from time to time shall be (a) amounts applied thereto from budgetary appropriations of the District; (b) unappropriated fund balance of the District as directed by the Board; (c) proceeds from the sale of unneeded real or personal property owned by the District, if permitted by law and if so directed by the Board; and (d) such other sources as the Board or the voters of the District may direct from time to time, all as may be permitted by law.

SECTION 7. This resolution shall take effect immediately.

Motion carried.

Mrs. Choate moved, seconded by Mrs. Blumrick, upon the recommendation of the Superintendent, to establish a Capital Reserve Fund for the acquisition of vehicles, machinery and equipment as follows:

A RESOLUTION, DATED MARCH 12, 2020, OF THE BOARD OF EDUCATION (THE "BOARD") OF THE ROYALTON-HARTLAND CENTRAL SCHOOL DISTRICT, NIAGARA, GENESEE AND ORLEANS COUNTIES, NEW YORK (THE "DISTRICT") (I) CALLING FOR A VOTE ON THE ESTABLISHMENT OF A NEW CAPITAL RESERVE FUND FOR THE ACQUISITION OF VEHICLES, MACHINERY AND EQUIPMENT (WITH SUCH FUND TO BE IN THE ULTIMATE AMOUNT OF \$500,000) AND (II) PROVIDING FOR CERTAIN ADDITIONAL DETAILS WITH RESPECT THERETO.

BE IT RESOLVED, by the Board of Education (the “Board”) of the Royalton-Hartland Central School District, Niagara, Genesee and Orleans Counties, New York (the “District”), as follows:

SECTION 1. The Board has determined that it is appropriate and in the best interests of the District to seek from the voters of the District their approval for the establishment of a new capital reserve fund for the acquisition of vehicles, machinery and equipment for use by the District in the transportation, maintenance and instructional programs of the District (the “Fund”).

SECTION 2. The Fund is to be established for the purpose of financing, in whole or in part, the acquisition of vehicles, machinery and equipment (for use in the transportation, maintenance and instructional programs of the District).

SECTION 3. The Board wishes to set the ultimate amount of the Fund at \$500,000 (plus earnings thereon), and the probable term of the Fund at ten (10) years.

SECTION 4. The Board wishes to submit to the voters of the District a proposition with respect to the establishment and operation of the Fund, with such proposition to be voted upon at the annual meeting and vote of the District that is to be conducted on Tuesday, May 19, 2020.

SECTION 5. The Fund shall be deemed approved for further action by the Board upon the approval thereof by a majority of the qualified voters of the District voting on the duly presented proposition at such annual meeting and vote.

SECTION 6. The proposition to be so submitted shall be in substantially the following form:

PROPOSITION NO. 3
ESTABLISHMENT OF A CAPITAL RESERVE FUND
FOR THE ACQUISITION OF VEHICLES, MACHINERY AND EQUIPMENT

YES

NO

Shall the following resolution be adopted?

RESOLVED, that the Board of Education (the “Board”) of the Royalton-Hartland Central School District, Niagara, Genesee and Orleans Counties, New York (the “District”) is hereby authorized to establish a new capital reserve fund (the “Fund”) for the acquisition of vehicles, machinery and equipment for use in the transportation, maintenance and instructional programs of the District, all pursuant to Section 3651 of the Education Law of the State of New York; that the Fund shall be known as the “Vehicles, Machinery and Equipment Reserve Fund, 2020”; that the ultimate amount of the Fund shall be not greater than \$500,000 (plus interest earned thereon); that the probable term of the Fund shall

be not longer than ten (10) years; and that the permissible sources from which the Board is authorized to appropriate monies to such Fund from time to time shall be (a) amounts applied thereto from budgetary appropriations of the District; (b) unappropriated fund balance of the District as directed by the Board; (c) proceeds from the sale of unnecessary real or personal property owned by the District, if permitted by law and if so directed by the Board; and (d) such other sources as the Board or the voters of the District may direct from time to time, all as may be permitted by law.

SECTION 7. This resolution shall take effect immediately.
Motion carried.

Mrs. Blumrick moved, seconded by Mr. Brigham, upon the recommendation of the Superintendent, that the Legal Notice for the Annual Meeting on May 19, 2020 is approved:

NOTICE OF PUBLIC HEARING
ANNUAL MEETING (BUDGET VOTE) AND BOARD MEMBER ELECTION
ROYALTON-HARTLAND CENTRAL SCHOOL DISTRICT

NOTICE IS HEREBY GIVEN, that a Public Hearing of the Royalton-Hartland Central School District (the “District”) will be held in the High School Media Center, 54 State St, Middleport, NY on Thursday, May 7, 2020 at 6:30 p.m., for the presentation of the 2020-2021 fiscal year budget. The budget will be available for review during regular business hours beginning May 5, 2020 at each school building, the District Office and at the Annual Meeting.

ALSO TAKE NOTICE, that the Annual Meeting of the qualified voters of the District will be held on Tuesday, May 19, 2020, from 12:00 p.m. to 8:00 p.m. in the High School Gymnasium, at which time the polls will be open to vote by voting machine upon the following items:

PROPOSITION 1: To approve the annual budget of the School District for the fiscal year 2020-2021 and to authorize the requisite portion thereof to be raised by taxation on the taxable property of the District.

PROPOSITION 2: Shall the following resolution be adopted?

RESOLVED, that the Board of Education (the “Board”) of the Royalton-Hartland Central School District, Niagara, Genesee and Orleans Counties, New York (the “District”) is hereby authorized to establish a new capital reserve fund (the “Fund”) for the acquisition of technology and security equipment (including, without limitation, equipment to replace equipment that was originally acquired by the District using Smart Schools Bond Act funding), all pursuant to Section 3651 of the Education Law of the State of New York; that the Fund shall be known as the “Technology and Security Equipment Reserve Fund, 2020”; that the ultimate amount of the Fund shall be not greater than \$500,000 (plus interest earned thereon); that the probable term of the Fund shall be not longer than ten (10) years; and that the permissible sources from which the Board is authorized to appropriate monies to such Fund from time to time shall be (a) amounts applied thereto from budgetary appropriations of the District; (b) unappropriated fund balance of the District as directed by the Board; (c) proceeds from the sale of unneeded real or personal property owned by the

District, if permitted by law and if so directed by the Board; and (d) such other sources as the Board or the voters of the District may direct from time to time, all as may be permitted by law.

PROPOSITION 3: Shall the following resolution be adopted?

RESOLVED, that the Board of Education (the “Board”) of the Royalton-Hartland Central School District, Niagara, Genesee and Orleans Counties, New York (the “District”) is hereby authorized to establish a new capital reserve fund (the “Fund”) for the acquisition of vehicles, machinery and equipment for use in the transportation, maintenance and instructional programs of the District, all pursuant to Section 3651 of the Education Law of the State of New York; that the Fund shall be known as the “Vehicles, Machinery and Equipment Reserve Fund, 2020”; that the ultimate amount of the Fund shall be not greater than \$500,000 (plus interest earned thereon); that the probable term of the Fund shall be not longer than ten (10) years; and that the permissible sources from which the Board is authorized to appropriate monies to such Fund from time to time shall be (a) amounts applied thereto from budgetary appropriations of the District; (b) unappropriated fund balance of the District as directed by the Board; (c) proceeds from the sale of unnecessary real or personal property owned by the District, if permitted by law and if so directed by the Board; and (d) such other sources as the Board or the voters of the District may direct from time to time, all as may be permitted by law.

PROPOSITION 4: Shall the funding for the Royalton Hartland Community Library which is raised by annual levy of a tax upon the taxable real property within the Royalton-Hartland Central School District be increased from \$107,000 to \$109,000?

ALSO TAKE NOTICE, that there will be voting for the election of three members to the Board of Education for a three-year term each. Petitions nominating candidates for the office of member of the Board of Education shall be filed with the District Clerk, 54 State Street, Middleport, NY, be signed by at least 25 qualified voters of the District, state the residence of each signer and state the name and residence of the candidate. Petitions nominating candidates must be filed with the District Clerk no later than 5:00 p.m. on April 20, 2020.

ALSO TAKE NOTICE, that applications for absentee ballots may be applied for at the District Clerk’s office, 54 State Street, Middleport, New York. If the ballot is to be mailed to the voter, the completed application must be received by the District Clerk at least seven days before the day of the election. If the ballot is to be issued to the voter in person, a completed application must be received by the District Clerk at least one day before the day of the election. No absentee ballot shall be canvassed unless it has been received in the District Clerk’s office no later than 5:00 p.m. on the day of the election. A list of persons to whom absentee ballots have been issued will be available in the District Clerk’s office during regular business hours during each of the five days prior to the day of the election.

ALSO TAKE NOTICE, a qualified voter is: a citizen of the United States; 18 years of age or older; a resident within the District for a period of 30 days preceding the day of the annual meeting; and not otherwise prohibited from voting under the provisions of §5-106 of the Election Law. The District will require all persons offering to vote to provide their name, address and signature. The District may require persons offering to vote to provide one form of proof of residency pursuant to

Education Law §2018-c. Such form may include a driver's license, a non-driver identification card, a utility bill or a voter registration card.

Dated: March 12, 2020
Marjorie Masters, District Clerk
Royalton-Hartland Central School District
Niagara, Genesee and Orleans Counties, New York
Motion carried.

BOARD ITEMS

Mrs. Blumrick moved, seconded by Mrs. Choate, that the February 12, 2020 Facilities Committee meeting notes are approved.
Motion carried.

Mr. Owen reminded the Board about the work session scheduled for March 26, 2020.

POLICY

The Board held a third and final reading of revisions to policy #6121 Sexual Harassment in the Workplace. Mr. Owen moved, seconded by Mrs. Blumrick to adopt the revisions to policy #6121 Sexual Harassment in the Workplace.

The Board held a second reading of revisions to policies #5761 Drug and Alcohol Testing for School Bus Drivers, #6181 Employment of Retired Persons and #7530 Child Abuse and Maltreatment.

SUPERINTENDENT INFORMATION/ADMINISTRATIVE REPORTS

January 2020 Check Warrant; January 20 Treasurer's Reports; January 2020 Revenue Report; Revised 2019-2020 Projected Fund Balance Impact; 2020-2021 Maximum Allowable Tax Levy Calculation Summary; copy of HPV Vaccination Letter to Elected Officials; Grant Builders Bid for Service

The Superintendent spoke about the COVID-19 pandemic and that the District is complying with all recommendations from New York State; he has had discussion regarding preliminary plans for procedures to react to the pandemic; thanked the RHTA and the PTA for their involvement in the design for the new playgrounds and community builds; NYS ELA Assessments are in a few weeks.

PUBLIC FORUM

Scott Walker, Freeman Avenue, Middleport – works for STA and asked about the two contracts that were awarded.

At 7:50 p.m. Mrs. Blumrick moved, seconded by Mr. Brigham, that the meeting adjourns.
Motion carried.

The meeting adjourned at 7:50 p.m.

Marjorie Masters
District Clerk